



County of San Diego, Planning & Development Services

HOW TO PROCESS A REZONE REQUEST

ZONING DIVISION

The zone change application process, also called rezoning or reclassification, is a discretionary decision-making review procedure that involves a land use regulation change or amendment from one district or zone to another district or zone.

- Step 1 **Contact:** Planning & Development Services, Zoning Division at (858) 565-5981
5510 Overland Ave, Suite 110
San Diego, California 92123
- Step 2 Obtain the application packages.
- Step 3 Major Pre-application conference is required for a Rezone request.
- Step 4 Prepare the Major Pre-application in accordance with the instructions in the application and information provided by the staff at the Zoning Counter. Schedule an appointment to file the application with Zoning staff.
- Step 5 After filing, the Project Planning Division of Planning & Development Services will make an environmental determination within 30 calendar days based on the requirements of the California Environmental Quality Act. The proposed environmental document will be subject to a minimum public review period of 15 and a maximum of 45 calendar days.

Note: The applicant or any interested party may appeal the environmental determination as part of the public hearing consideration of the rezone.

- Step 6 The Planning Commission will hold a public hearing at which testimony may be taken. The Planning Commission hearing may result in one of the following:
- a. Transmittal to the Board of Supervisors of a recommendation to deny the requested rezone. A final decision will be rendered by the Board of Supervisors.
 - b. Transmittal to the Board of Supervisors of a recommendation to grant the requested rezone. A final decision will be rendered by the Board of Supervisors.
 - c. Transmittal to the Board of Supervisors of a recommendation to conditionally grant the requested rezone. A final decision will be rendered by the Board of Supervisors.
- Step 7. The Board of Supervisors action on the application is final and completes the rezone request processing steps which will result in one of the following:
- a. Denial of the application. The decision is final and effective immediately.
 - b. Approval, by ordinance, of the rezone as recommended by the Planning Commission. The approving ordinance will be effective 30 calendar days after such action.
 - c. Approval by ordinance of a rezone to include such conditions as recommended by the Planning Commission.